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4 November 1954

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT:

REFERENCES:

- a. Memo for DCI, subject as above, dtd 19 Oct 1954, from the IG *(44-38861)*
- b. DTR Staff Study, subject, "CIA Overseas Training," dtd 22 Sep 1954

1. This Office concurs in principle with the findings of the committee contained in Section IIA of reference a. except for paragraph 3 f.

2. In reference b. the role of the Director of Training was clarified and defined to embrace staff responsibilities for technical supervision of Agency training activities. These staff responsibilities were spelled out in detail, and are attached hereto as Enclosure No. 1.

3. These staff responsibilities of the Director of Training are consistent with the conclusions and recommendations not only of the Inspector General in his recent survey of the Office of Training, but also of the Management Staff. In addition, they have had informal if not formal concurrence within DD/P.

4. The limited role of the Director of Training, ascribed to him under Section IIA, 3 f. of reference a. is not deemed adequate in view of existing deficiencies and the increase in the scope and range of the training effort contemplated in reference a.

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MATTHEW BAIN
Director of Training

Enclosure -
Excerpt from Reference B

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SECRET**ENCLOSURE NO. 1****EXCERPT FROM REFERENCE B**

4. b. Staff responsibilities of the Director of Training for technical supervision of all training not conducted by him, and for which he should now have authority and responsibility to exercise, may be defined to include:
- (1) Staff coordination with, and technical assistance to all components of the Agency in the preliminary stages of the planning and development of new training projects. This includes:
 - (a) the development of the training objective for the project;
 - (b) planning and developing the various courses of instruction required to meet the training doctrine, course content, duration of courses, lesson plans, methods of instruction, and training materials and aids to be employed;
 - (c) provision for the testing, evaluation, and assessment of the aptitudes of those selected to receive and apply the instruction, and the testing and evaluation of the results of the instruction given;
 - (d) establishment of criteria governing the selection of training sites and organizational structure for the training activity.
 - (2) Staff review and approval of all new training projects, and technical review of all existing training projects, in accordance with the criteria stated in paragraph b. (1) above.
 - (3) Establishment of criteria governing the selection of personnel for duty assignments as instructors.
 - (4) Final review and approval of the qualifications of personnel nominated for assignment to training projects as instructors.

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